

1

STAFF REPORT

Meeting Date: September 15, 2004

TO: LAFCO Commissioners

FROM: Everett Millais, Executive Officer

SUBJECT: Cancellation of November Meeting and Setting a Special Meeting in December

RECOMMENDATION:

Cancel the regular meeting of November 17, 200 and set special meeting for either Wednesday, December 1, 2004, OR Wednesday, December 8, 2004, starting at 9:00 a.m.

DISCUSSION:

The Commission's By-laws provide that the regular meetings of the Commission will be held on the third Wednesday of each month (except June, August and December), starting at 9:00 a.m. There is a conflict between the Commission's regular meeting date of Wednesday, November 17, and the California State Association of Counties (CSAC) annual conference on the same day. Thus, the Board of Supervisor members of the Commission will not be able to attend the regularly scheduled LAFCO meeting. The following Wednesday (November 24) is the day before Thanksgiving. For at least the last four years the Commission has decided not to meet that close to the Thanksgiving holiday. For these reasons, it is recommended that the Commission cancel the regular meeting of November 17, 2004, and set a special meeting for either Wednesday, December 1, 2004, OR Wednesday, December 8, 2004. This would be the last LAFCO meeting of 2004.

Please check your calendars in advance of the September meeting to determine if you will be available to meet on either Wednesday, December 1, 2004, OR December 8, 2004, starting at 9:00 a.m.

COMMISSIONERS AND STAFF

COUNTY:

Kathy Long
Linda Parks
Alternate:
Steve Bennett

CITY:

Evaristo Barajas, Chair
Don Waunch
Alternate:
John Zaragoza

SPECIAL DISTRICT:

Jack Curtis, Vice Chair
Dick Richardson
Alternate:
Ted Grandsen

PUBLIC:

Louis Cunningham

Alternate:
Kenneth M. Hess

EXECUTIVE OFFICER:

Everett Millais

LAFCO ANALYST:

Hollee Brunsky

OFFICE MANAGER/CLERK:

Debbie Schubert

LEGAL COUNSEL:

Leroy Smith